

F 157
.B3 H57





14
D 2.60
478

HISTORICAL

SOCIETY

OF

BERKS

COUNTY. [P. 10]

CONSTITUTION

AND BY-LAWS.

Keim

CONSTITUTION AND BY-LAWS

OF

THE HISTORICAL SOCIETY

OF

BERKS COUNTY.

Instituted July 9, 1869.

Incorporated December 13, 1869.

Reorganized March 8, 1898.

READING, PA.,
1898.

P.
De B. R. Heim

F157
.B3H57

58201

VERMONT

1880

OFFICERS AND COMMITTEES,

1898.

President,

ALBERT G. GREEN.

Vice-Presidents.

SAMUEL L. YOUNG,
JESSE G. HAWLEY,

HON. G. A. ENDLICH,
J. H. STERNBERGH.

Corresponding Secretary,

HENRY MAY KEIM.

Recording Secretary,

GEORGE M. JONES.

Treasurer,

FRED. M. YEAGER.

Committee on Finance.

GEORGE B. ECKERT,

HON. DANIEL ERMENTROUT,

BENJAMIN F. OWEN.

Committee on Publication.

SAMUEL C. MAYER,

THOS. C. ZIMMERMAN,

MORTON L. MONTGOMERY.

Committee on Library.

REV. JAMES I. GOOD, D.D.,

LOUIS RICHARDS,

FREDERICK W. NICOLLS.

CONSTITUTION.

ARTICLE I.—*Name.*

The name of this Society shall be “The Historical Society of Berks County,” and it shall have by that name perpetual succession with power to have a common seal and the same to change at pleasure, to make contracts relative to the institution, to sue and to be sued, and by its corporate name to be capable of purchasing, taking, holding, and conveying any estate, real or personal, for the use of the Society, and generally to have all the rights and incidents of a corporation.

ARTICLE II.—*Members.*

The Society shall be composed of such persons as are now members thereof and such others as may hereafter become members under its Rules and Regulations. Women shall be fully eligible to membership. The object of the Society shall be the elucidation of the history of Berks County in particular, and of history generally.

ARTICLE III.—*Laws.*

The Society may establish Rules, By-Laws, and Ordinances for the good government and support of the affairs of the Society, provided that the

same shall not be repugnant to the Constitution and laws of the United States, to the Constitution and laws of this Commonwealth, or to this Charter.

ARTICLE IV.—*Officers.*

The officers of the Society shall be a President, four Vice-Presidents, a Corresponding Secretary, a Recording Secretary, and a Treasurer.

The Society may by By-Laws create a Council and such committees as it may judge advisable. It may also abolish any of the officers hereinbefore mentioned, and may create others in their room or in addition thereto, with such powers and duties as it may think proper to confer, and it may by the said By-Laws prescribe the mode and time of election of all of the said officers and committees, and determine their respective duties.

ARTICLE V.—*Income.*

The yearly income of the Society, other than from real estate, shall not exceed the sum of two thousand dollars.

BY-LAWS.

ARTICLE I.—*Meetings.*

The Society shall hold stated meetings on the second Tuesday evening of every month, except the months of July and August. Special meetings may be called by the President or one of the Vice-Presidents, by giving at least three days' notice thereof in not less than two of the daily newspapers published in the city of Reading. Not less than five members shall constitute a quorum.

ARTICLE II.—*Elections.*

An election of officers shall be held at the stated meeting of the Society, in January each year. The candidates for all offices shall be nominated at the stated meeting in December, and no new candidates shall be nominated at the stated meeting in January ensuing, except by unanimous consent. In case, however, of the death, inability, or refusal to serve of any of the candidates nominated at the December meeting, others may be named in their stead, at the January meeting.

Vacancies, which may occur in any of the offices, may be filled by an election to be held at the next stated meeting, after such vacancy shall have been announced to the Society. In case the

Society shall fail to complete any election at the time fixed for so doing, a new election to fill such vacancy may take place at the next stated meeting, after it shall have been announced to the Society, and nomination shall have been made of candidates to fill the same. In the meantime the officers, whose terms would have expired in case there had been no such default of election, shall hold over until their successors shall have been duly chosen.

ARTICLE III.—*President.*

It shall be the duty of the President, or in his absence of a Vice-President, to preside at the meetings of the Society, to preserve order, to regulate the debates, to state motions and questions, and to announce the decisions thereon. If neither the President nor a Vice-President be present at a meeting, the Society may choose a member to preside at that meeting.

ARTICLE IV.—*Corresponding Secretary.*

The Corresponding Secretary shall have the charge of the correspondence of the Society. He shall attend the meetings of the Society and present such letters and communications as he may have received and written. The records and all official papers shall be kept in the Hall, and be at all times accessible to members of the Council.

ARTICLE V.—*Recording Secretary.*

The Recording Secretary shall keep full and correct minutes of the proceedings of the Society and shall have them transcribed in a book of record. He shall give due notice of any special meeting that may be called, and shall notify all members of their election.

ARTICLE VI.—*Treasurer.*

The Treasurer shall have charge of the moneys and other funds belonging to the Society. He shall collect the contributions of the Society and shall pay such claims against it as shall have been duly examined and ordered to be paid. He shall present at the stated meeting in January a statement of his receipts and expenditures during the preceding year, with a full report on the financial condition of the Society. Until otherwise provided the Treasurer shall serve without compensation.

ARTICLE VII.—*Committees and Council.*

A Committee on Finance, a Committee on Publication, and a Committee on Library, each to consist of three members, shall be elected; one member of each committee to be chosen at each annual election. The members of these committees together with the other officers of the Society shall form a Council of the Society, which

shall meet at the Hall on the second Tuesday of every month, except the months of July and August, and of which five members shall form a quorum for the transaction of business. They shall meet at an earlier hour than that fixed for the meeting of the Society. The Council shall have power to make rules for its own government, and shall keep regular accounts of the proceedings at its meetings.

Members of the Society shall have the right to attend the meetings of the Council, to propose any matter for consideration, and to speak but not to vote thereon. In order that the meetings of the Society may be free for the reading of papers and for discussions on historical and literary subjects, the executive business of the Society shall be placed under the care and management of the Council. They shall solicit and receive donations for the Society, recommend plans for promoting its objects, digest and prepare business requiring the action of the Society, authorize the disbursement and expenditure of unappropriated moneys in the Treasury, fix the payment of salaries, control the fitting up of the Hall and Library, the ordinary purchasing of books and binding, and other matters proper and necessary to promote the interests of the Society.

It shall be the duty of the Council to present to the Society at the stated meeting in January in

each year, nominations for the officers and members of the several Standing Committees, to be voted for at the ensuing annual election ; *provided*, that said nominations shall not preclude nominations being made by any member of the Society.

The Council shall also have general supervision and care of the Library and collection, and shall have authority at all times to examine into the condition of the same, and into the state of the finances of the Society, to execute all such duties as may be specially committed to it by the vote of the Society, and generally to superintend and protect its interests.

The Council shall have power to elect a Librarian of the Society, to fix his term of office and the amount of his salary and to prescribe the details of his duties so far as the same shall not have been herein provided for.

The Council shall have power to elect members of the Society ; but two negative votes shall prevent the election of any candidate.

Any member of the Council shall have the right to call for the ayes and nays on any question before it, and to require the same to be entered on the minutes, and to bring such question by appeal before the Society ; in which case the list of ayes and nays, together with the notice of the appeal, shall form part of the record and be laid before the next meeting thereof.

ARTICLE VIII.—*Members of Committees.*

Any member of either of the committees, without reasonable cause, failing to attend two consecutive meetings, his seat may be declared vacant and the remaining members of the committee shall appoint a member in his stead, who shall act until the next annual election.

ARTICLE IX.—*Librarian.*

The Librarian shall have charge under the direction of the Library Committee of the books, manuscripts, and other property in the rooms of the Society, and shall arrange and preserve the same in proper and convenient order. He shall keep an arranged catalogue of the books and manuscripts, and where these have been presented, shall append the names of the donors. No books, manuscripts or other property under his charge shall be removed from the Hall, except by written order of the Committee of the Library, or of its Chairman, in favor only of such persons as may be engaged in the preparation of works of historical interest, or by vote of the Council for the benefit of the Society. At each stated meeting in January he shall present a report to the Society, embracing an account of the Library, and of its condition during the preceding year.

ARTICLE X.—*Committee on Finance.*

The Committee on Finance shall have the general superintendence of the financial concerns of the Society. They shall have access to the books, accounts, and vouchers of the Treasurer. They shall consult with the Treasurer, and authorize and direct the investment of surplus funds.

ARTICLE XI.—*Committee on Publication.*

All works offered to the Society for publication shall be referred to the Committee on Publication, who shall report thereupon before further action by the Society. The said committee shall superintend the printing and distribution of such publications as the Society may order to be printed.

ARTICLE XII.—*Committee on Library.*

The Library Committee shall direct the Librarian in the general care and management of the Library, and in the disposition and management of the books, maps, documents, paintings, and collections of the Society, and shall control the disbursement of all appropriations and contributions that may be made for their increase and maintenance.

ARTICLE XIII.—*Special Committees.*

All special committees shall be chosen on nominations made by members present, unless the

Society shall otherwise direct. A majority of any committee shall be a quorum and shall elect its own Chairman. Special committees shall report at the meeting next after that at which they were appointed, unless otherwise ordered by the Society. All reports shall be in writing and signed by the members agreeing thereto.

ARTICLE XIV.—*Election of Members.*

Candidates for membership shall be nominated in writing, in a book provided for such record, by any member of the Society. Elections of members shall be by ballot, at any stated meeting of the Council; *provided*, that two negative votes shall prevent any election.

ARTICLE XV.—*Voters.*

Those members only shall be qualified voters at any election, whose dues are not in arrears.

ARTICLE XVI.—*Dues.*

The first contribution of each member shall be *Two Dollars*. The subsequent annual contribution of each member shall be *One Dollar*. The payment of *Twenty-five Dollars* at one time by a member shall constitute him a member for life, with an exemption from all future payments. Any member liable to an annual contribution who shall neglect or refuse to pay the same for the term of

one year, shall thereupon be stricken from the roll of members; but such person may be reinstated in membership by a vote of the Council, upon payment of his dues.

ARTICLE XVII.—*Honorary Members.*

Any person, not a citizen of Berks County, distinguished for literary, scientific, or historical attainments, may be elected an honorary member of the Society, by a unanimous vote of the Council.

ARTICLE XVIII.—*Deaths.*

On the Society being informed of the death of a member, the fact shall be entered on the records, and a member may be appointed by the Council to prepare an obituary notice of the deceased. The obituary notices of members shall be read to the Society, and they shall be bound together whenever they are sufficiently numerous to form a volume.

ARTICLE XIX.—*Special Funds.*

1. The Publication Fund, the Binding Fund, and the Building Fund shall respectively consist of such sums as shall be placed to the credit of the said funds, and of such other sums as may be in any manner added thereto. The Treasurer shall keep separate accounts of each of the said funds, in which shall be entered all receipts and pay-

ments pertaining to them respectively. The amounts to the credit of the said funds shall from time to time be separately invested, in the corporate name of the Society, on the loans of the United States, of the State of Pennsylvania, or in first mortgages on improved real estate, as the Society shall direct.

None of the said investments shall be changed, unless by a vote of the Society, upon the report of the Council in favor thereof.

2. The object of the Publication Fund shall be to provide for the printing and publication of such works of historical interest as the Society may choose to put forth.

The object of the Binding Fund shall be to provide for the binding and preservation of books and documents belonging to the Society.

The object of the Building Fund shall be to provide for the erection of a Hall for the Society, when a sum sufficient for the purpose shall have accrued or been obtained.

3. The Society may, from time to time, appropriate the interest and income of the Publication and Binding funds to their respective objects, but the principal of the said funds shall not be encroached upon for any purpose whatever. The interest and income of the Building Fund shall be added to the principal thereof, and shall be invested in like manner with the principal, and for

the same object, until the Society shall deem it expedient to appropriate the said fund, with the accumulations thereof, to the purchase or erection of a hall.

4. Any person, member or other, who shall pay to the Society the sum of Twenty-five Dollars for the use of the Publication Fund, shall be during life entitled to one copy of each book or other document published by the Society subsequent to the date of contribution. All sums thus paid and all sums received from time to time from the sale of the Society's publications, together with all contributions specifically made for the purpose, shall be added to the Publication Fund, and be treated as part of the principal thereof.

5. The care and management of the said funds, and the application of the interest and income thereof, shall, subject to the general direction of the Society, be placed in the hands of the Committee on Finance.

ARTICLE XX.—*Order of Business.*

The following shall be the order of business at the meetings of the Society:

1. The Society shall be called to order by the Chairman.

2. The minutes of the preceding meeting, and of any subsequent special meeting, shall be read, and shall be liable to further correction.

3. New members and visitors from other Societies shall be introduced.

4. Historical and literary communications shall be in order. They may be printed, written, or verbal, original or selected.

5. Announcements of the decease of members shall be made, and obituary notices or memoirs shall be read.

6. Donations and other additions to the Library shall be announced.

7. Donations and other additions to the Museum shall be announced.

8. Correspondence shall be read.

9. Reports on Business shall be read.

10. Deferred Business shall be in order.

11. New Business shall be in order.

12. The Society shall adjourn.

ARTICLE XXI.—*Amendments.*

No alteration shall be made in these By-Laws, unless the proposed amendments shall have been drawn up in writing, and read to the Society at one monthly stated meeting. Nor shall any such amendment be considered as adopted, unless sanctioned by the votes of two-thirds of the members present, at the meeting when the question shall be taken upon its adoption. *Provided*, That the nomination for officers this year, one month previous to an election, be dispensed with.

Deacidified using the Bookkeeper process.
Neutralizing Agent: Magnesium Oxide
Treatment Date:



BOOKKEEPER

PRESERVATION TECHNOLOGIES, L.P.

111 Thomson Park Drive
Cranberry Township, PA 16066
(724) 779-2111

**HECKMAN
BINDERY INC.**



NOV 89

**N. MANCHESTER,
INDIANA 46962**



LIBRARY OF CONGRESS



0 005 300 760 0